



Stream Restoration Request for Quotation (RFQ)

This Request for Quote is submitted under your Stream Restoration Services Contract # SPB07-13780 with the Department of Administration, State Procurement Bureau.

Agency: Montana Fish Wildlife and Parks CONTACT: Rick Dorvall	Request for Quote No.: 090096	Date Issued: 10/21/08
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Submit RFQ response via delivery or mail to: FWP Purchasing, 930 Custer Ave. Helena, MT 59620. RFQ# 090096 Must be on outside of proposal package.	Responses are due by 2 PM on: 11/21/08 <b><u>See Page 8 for Mandatory Site Tour Information</u></b>
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Expected Work Period: Work period is projected from: November 2008 through November 1, 2010

Category of Service:

- |   |  |  |
|---|--|--|
| <p>1. Water Quality Monitoring:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Fixed Station &amp; Probabilistic Design</li><li><input type="checkbox"/> Lakes &amp; Streams</li><li><input type="checkbox"/> Reference Sites</li></ul> <p>2. TMDL:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Targets</li><li><input checked="" type="checkbox"/> Source Assessment/Delineation</li><li><input type="checkbox"/> Load Allocations</li><li><input type="checkbox"/> Effectiveness Monitoring</li></ul> <p>3. <input type="checkbox"/> Total Maximum Daily Loads</p> <p>4. <input type="checkbox"/> Stakeholder Participation</p> <p>5. <input type="checkbox"/> Geographic Information Systems (GIS) Services</p> <p>6. <input type="checkbox"/> Remote Sensing</p> | <p>7. <input type="checkbox"/> Water Quality Modeling</p> <p>8. <input type="checkbox"/> Statistical Analysis</p> <p>9. <input type="checkbox"/> Analytical Laboratory Services</p> <p>10. <input type="checkbox"/> DEQ Electronic Data/Information Technical Assistance</p> <p>11. <input type="checkbox"/> Heavy Equipment Operators</p> <p>12. <input checked="" type="checkbox"/> Revegetation Services</p> <p>13. <input type="checkbox"/> Watershed Coordination</p> <p>14. Communication/Educational Services:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Information &amp; Education</li><li><input type="checkbox"/> Contract Administration</li><li><input type="checkbox"/> Information Transfer &amp; TMDL Technical Editing</li></ul> | <p>15. <input type="checkbox"/> Land Use Planning Services</p> <p>16. <input type="checkbox"/> Preparation of Technical Manuals or Circulars</p> <p>17. Environmental Review:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Mining, Air Quality &amp; Water Quality</li><li><input type="checkbox"/> Major Facility Siting</li><li><input type="checkbox"/> Amendments to MFSA Certificates</li></ul> <p>18. <input type="checkbox"/> Monitoring of Certified Projects-Major Facility Siting</p> <p>19. <input type="checkbox"/> Groundwater Modeling</p> <p>20. <input checked="" type="checkbox"/> Permit &amp; Compliance Activities</p> |
|---|--|--|

Expected Work Commitment:  Design that can be used for all aspects of permitting, funding and construction bids.	Scope of Work: Design and Oversight of channel, bank and riparian restoration on approximately 1.5 miles of Big Lake Creek in the Big Hole Watershed. See Scope of Work.
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The contractor will be required to perform duties including, but not limited to:  See attached Scope of Work	Evaluation factors for this RFQ:  See Attached Design Scoring Criteria
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Submitted By (Name & Title):

Phone:	Email:	Fax:
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Date Submitted:

## Instructions to Contractor

Please ensure that you have included the following information in your response, as these are the items that will be used by the agency for evaluation purposes: **Proposal must be organized in the same order as the outline below.**

1. Include in a point by point proposal, all of the following in your response:
2. Introduction
3. Table of Contents
4. References/Past Projects similar to this project. (Section 2 of Scoring Criteria)
  - a) Describe projects similar to the one described in the Scope of Work completed by the lead consultant submitted for this work request. Include the outcomes achieved for the customer. Identify and provide current contact information (name, telephone, email, etc.) for this customer.
5. Staff qualifications, Resumes, Company Profile and Experience specifically working on the project. (Section 2 of Scoring Criteria)
6. Detailed Project Design Proposal that can be used for all aspects of permitting, funding and construction (Section 4 of Scoring Criteria)
  - a) In 5-7 pages, describe your proposed solution and overall approach to the agency's defined Scope of Work.
7. Detailed Time Line and date staff will be available to begin work. (Section 4 of Scoring Criteria)
8. Project Lead information and number of staff that will be available for this request and their skill sets. (Section 2C of Scoring Criteria)
9. Fixed Cost Proposal: (Section 5 of Scoring Criteria)
  - a) the number of hours required for you to complete the Scope of Work
  - b) hourly rate for personnel
  - c) a firm, fixed cost for completing the Scope of Work
  - d) a detailed schedule and project plan to complete the Scope of Work.
10. Additional specialized equipment necessary to complete the defined Scope of Work.
11. Contractor's contact information for this request. Include project lead name, title, email, and phone and fax numbers.

A Task Order number will be assigned, and formal Task Order issued after a contractor is selected to perform this request.

**NOTE: Release of this Request for Quote does not obligate the State of Montana or the Agency to contract for services specified herein.**

**PROJECT OVERVIEW:**

The STATE OF MONTANA, Department of Fish, Wildlife and Parks, (FWP),(hereinafter referred to as “the State”) is seeking a contractor to provide professional design, planning and oversight services for Stream and Riparian Restoration for Big Lake Creek in the Big Hole Watershed. A more complete description of the services sought for this project is provided in the following Scope of Work.

**SCOPE OF WORK:**

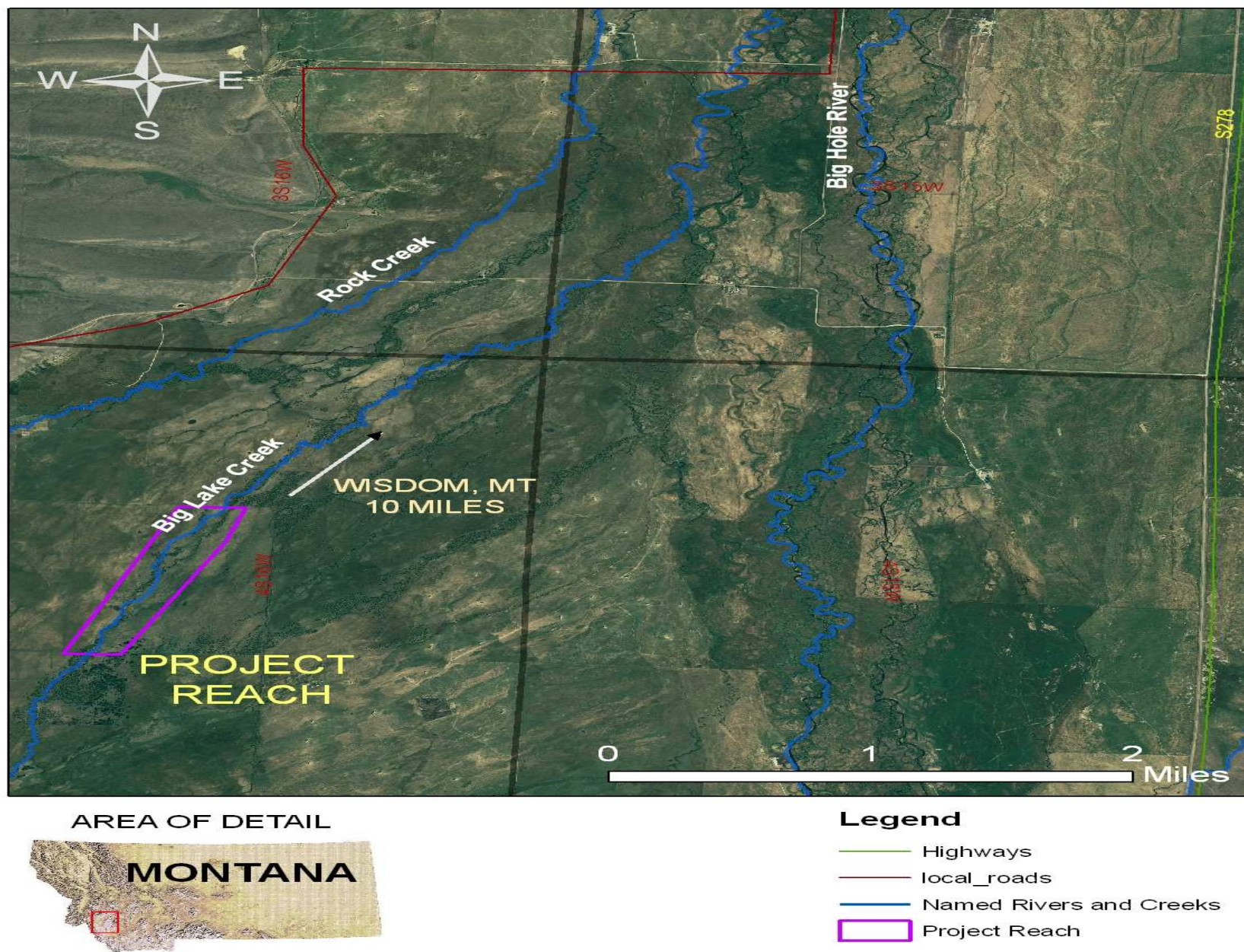
- Design and oversight of channel, bank and riparian restoration of approximately 1.5 miles of Big Lake Creek in the Big Hole Watershed flowing through the Wisdom River Cattle Company property.

**Project Location:**

The project will be conducted on approximately 1.5 miles of Big Lake Creek flowing through the property of the Wisdom River Cattle Company (Township 4S, Range 16W, Section 11) approximately 10 miles Southwest of Wisdom, MT (Figure 1).

**Single Point of contact for this request for quote will be:**

Rick Dorvall  
FWP Purchasing Officer  
930 Custer Ave. W  
Helena, MT 59620  
Phone: 406-495-3249  
Fax: 406-495-3253  
Email: rdorvall@mt.gov



**Figure 1.** Location of the Big Lake Creek Restoration Project.



## Project Justification:

Big Lake Creek historically has supported a complement of native fish species including Arctic grayling, cutthroat trout, and mountain whitefish. The reach of creek to be restored flows through property enrolled in the Candidate Conservation Agreement for Arctic Grayling in the Upper Big Hole River. The channel shape, form and function have been altered by a combination of human manipulation, livestock grazing, and drought conditions. The potential for this project is to enhance the local fishery, improve habitats for native fish species including Arctic grayling, and address potential thermal and sediment input issues in this important tributary to the Big Hole River.



**Figure 2.** Big Lake Creek flowing through the project reach.

**Project Goals:**

The goals of the project are to restore the natural shape, form, and function to this reach of Big Lake Creek. By doing this, it is expected that fish habitat in this reach of the creek will be significantly enhanced as well. To accomplish these goals, two years of streamflow, irrigation diversion flows, temperature and channel morphology data will be collected. It is expected that a restoration plan/design will be produced in 2010 based on the collected data and construction of the recommended restoration work will be constructed in 2011.

**Data Collection:**

In order to produce a high quality restoration plan/design for this reach of creek the following data collection will be required:

1. Installation, maintenance, and development of rating curves of continuous flow measuring devices (Aquarod/Trutrac type) at the top and bottom of the project reach (2 sites) (May 1-October 1, 2009 and 2010).
2. Channel morphology data from a minimum of six cross-sections (3 riffles; 3 pools) within the project reach during two years of data collection.
3. At each cross section a representative pebble count and an active bed riffle pebble count will be taken to determine channel type and to be used in hydraulic calculations (Rosgen 2008).
4. Longitudinal profile of the entire reach to determine baseline stream attributes including but not limited to: slope, sinuosity, and channel unit (pools, riffles..) frequency.
5. Survey of vegetation along the restoration reach to determine baseline conditions, restoration potential, and availability of "borrow" sources for the construction phase of the project.

**Available Data:**

1. The USDA NRCS conducted a Riparian Assessment of the reach in 2006. The data is available upon request.
2. Water rights data is available for this part of watershed. Data includes: points of diversion, places of use, maximum flow rates, priority dates. The data is available upon request.

## **Deliverables:**

In addition to the data collected as part of this project, a restoration design/plan will be developed (3 copies must be provided to FWP) that serves the purpose of implementing a restoration project that significantly enhances the habitat parameters on this reach of Big Lake Creek. The plan must take into consideration the irrigation rights and dynamics that exist on this reach of the creek. The plan should provide the detailed information necessary to generate all applicable state and federal permit documents, Environmental Assessment of the restoration project and any necessary funding requests. The plan should also have enough detail to allow for a fair and accurate bidding process for the construction phase of this project.

## **Meetings:**

A minimum of five meetings will be required as part of this process. A “kick-off” meeting will occur in January 2009 to insure that all parties have the same goals and objectives prior to the commencement of data collection in Spring 2009. Update meetings will occur each year (2009 and 2010) at the end of the field season (fall) and a meeting will be required to develop a scope of work for the construction phase of the project. A limited number of additional meetings may be required to meet the goals and objectives of this project. Monthly updates on the status of the project will be requested and initiated by FWP.

- **Final Design will be due on or before November 1, 2010.**
- **Compensation for project oversight will be capped at 15% of the total cost associated with construction and labor**
- **Fish, Wildlife and Parks may request specific individuals from selected contractor to be the primary contact for the project and provide on the ground project oversight.**

## **Questions and Answers:**

**Deadline for written questions is 12:00 Noon on Wednesday November 12<sup>th</sup>, 2008.** All questions must be submitted in written form emailed to Rick Dorvall [rdorvall@mt.gov](mailto:rdorvall@mt.gov). Answers will be posted on FWP's website [fwp.mt.gov](http://fwp.mt.gov) under Recent Public Notices- Bids and Proposals, no later than 5 PM Monday November 17<sup>th</sup>, 2008.

### **MANDATORY SITE TOUR:**

There will be a **mandatory** site tour that is scheduled for **Tuesday October 28, 2008.** **Please meet in front of Fettys Café, Highway 43, Wisdom, MT 59761 at 10:30 AM.** Representatives from Montana Department of Fish, Wildlife and Parks and the US Fish and Wildlife Service will be present to provide a site tour, project background, goals and objectives, and answer any questions. **Complete proposals will be due by 2 PM Local Time on Friday November 21, 2008.** Please send proposal to the following address:

Montana Fish Wildlife and Parks

RFQ# 090096

930 Custer Ave. W.

PO Box 200701

Helena, MT 59620

Please email any questions to Rick Dorvall at rdorvall@mt.gov.

Site Tour **MUST BE** attended by vendor representative in order to be considered for this project

**Site Tour is weather dependent. Tour may be rescheduled if conditions don't allow access.**

**Please call Rick Dorvall at 406-495-3249 if you are going to attend the site tour.**

**Offeror must submit one (1) original proposal and five (5) copies.**

### **Cost Proposal Scoring Method**

The proposal with the lowest cost receives the maximum points allowed. All other proposals receive a percentage of the points available based on their cost relationship to the lowest. This is determined by applying the following formula:

**Lowest Cost**                      x                      **maximum points available = awarded points**  
**Cost Being Evaluated**

Example: The cost for the lowest proposal is \$100,000. The next lowest proposal has a cost of \$125,000. The total points available for cost = 100 points.

**\$100,000** = 80 x 100 = 80 points  
**\$125,000**



## Scoring Criteria

	<b>Vendor:</b>	<b>Evaluator:</b>	
	<b>Category</b>	<b>Point Value</b>	<b>Points Awarded</b>
<b>Section</b>			
<b>1.0</b>	<b>References/Are the References Applicable to This Type of Project</b>		
	Excellent References	<b>50-80</b>	
	Good References	<b>40-50</b>	
	Poor or No References	<b>0</b>	
	<b>Total Possible for Section 1</b>	<b>80</b>	
<b>2.0</b>	<b>Resumes/Company Profile and Experience</b>		
	<b>A. Years of Applicable Experience</b>		
	0 to 5	<b>0</b>	
	5 to 10	<b>3</b>	
	10 to 15	<b>10</b>	
	15 to 20	<b>50</b>	
	>20	<b>100</b>	
	<b>Total Possible for Section 2A</b>	<b>100</b>	
	<b>B. Past Projects? Have Similar Type Projects Been Completed</b>		
	0 to 5	<b>0</b>	
	5 to 10	<b>3</b>	
	10 to 15	<b>10</b>	
	15 to 20	<b>50</b>	
	>20	<b>100</b>	
	<b>Total Possible for Section 2B</b>	<b>100</b>	
	<b>C. Staff Qualifications/ Staff Should Include Expertise in the Five</b>		
	<b>Disciplines of Fluvial Geomorphology, Hydrology, Botany, Fisheries</b>		
	<b>Biology and Engineering.</b>		
	1 Discipline	<b>0</b>	
	2 Disciplines	<b>2</b>	
	3 Disciplines	<b>10</b>	
	4 Disciplines	<b>30</b>	
	5 Disciplines	<b>100</b>	

<b>3.0</b>	<b>Ability to Meet Quality Criteria</b>		
	<b>A. Knowledge/Experience of Stream Restoration Techniques</b>	<b>100 total</b>	
	Excellent	<b>90-100</b>	
	Good	<b>50-70</b>	
	Poor or None	<b>0</b>	
	<b>B. Knowledge/Experience of Native Riparian Restoration with Native Willow Species</b>	<b>100 total</b>	
	Excellent	<b>90-100</b>	
	Good	<b>50-70</b>	
	Poor or None	<b>0</b>	
	<b>C. Knowledge/Experience of the Big Hole Watershed</b>	<b>100 total</b>	
	2 or More Projects Completed in Big Hole Watershed	<b>90-100</b>	
	1 Project Completed in Big Hole Watershed	<b>50-70</b>	
	No Projects Completed In Big Hole Watershed but Projects Completed in Similar Watershed Area	<b>0-40</b>	
	<b>Total Possible for Section 3.0</b>	<b>300</b>	
<b>4.0</b>	<b>Method of Providing Services</b>		
	<b>A. Does Work Plan Adequately Address Project Goals</b>	<b>100 total</b>	
	Excellent	<b>80-100</b>	
	Good	<b>40-60</b>	
	Poor or No	<b>0</b>	
	<b>B. Does Work Plan Gather Necessary Data For Project Design</b>	<b>100 total</b>	
	Excellent	<b>80-100</b>	
	Good	<b>40-60</b>	
	Poor or No	<b>0</b>	
	<b>C. Does Timeline Allow for Data Collection at Realistic Times/Seasons</b>	<b>100</b>	
	Excellent	<b>80-100</b>	
	Good	<b>40-60</b>	
	Poor or No	<b>0</b>	
	<b>D. Does Final Design Timeline Meet FWP Timeline Required in RFQ</b>	<b>100</b>	
	Excellent	<b>80-100</b>	
	Good	<b>40-60</b>	
	Poor or No	<b>0</b>	
	<b>Total Possible for Section 4.0</b>	<b>400</b>	

<b>5.0</b>	<b>Cost of Proposal</b>		
<b>A. Cost</b>			
	<b>Total Possible for Section 5.0</b>	<b>270</b>	
	Cost will be evaluated using the Ratio Method. See Example Below		
	Lowest Cost divided by Cost being evaluated x Maximum Points Possible = Points		
	Lowest Cost Receives all 270 points		
	<b>Total Points Awarded for this Proposal</b>		
	Example: $\$20,000 / \$30,000 \times 270 = 180$ points		
	<b>Total Possible Points 1350</b>		